



MONTGOMERY COUNTY CHILD CARE RESOURCE AND REFERRAL CENTER

Dear Child Care Provider:

Congratulations on becoming a newly registered child care provider in Montgomery County. As a new provider, your child care program will be included in the LOCATE: Child Care database. LOCATE: Child Care is a free referral service designed to identify child care programs for families looking for licensed child care.

Don't Miss Out!

LOCATE: Child Care needs up-to-date information on your program to share with parents looking for child care. It's as easy as 1-2-3 to include your program information in the LOCATE: Child Care database. Please:

1. **Fill out the enclosed Annual Child Care Questionnaire.**
2. **Answer each question!** Parents also access your basic program information on-line such as hours of care and ages of children served at www.mdchildcare.org. We also use the information you provide to help us design training classes and services to suit your needs. Finally, when you share your fees with us policy makers have a better idea of average costs of care and can lobby on your behalf at state and national levels.
3. **Please return the questionnaire within two weeks** to the Children's Resource and Referral Center at 332 W. Edmonston Drive, Rockville, MD 20852.

I have also enclosed some valuable information on how to market your child care program, how to use our Technical Assistance Line as well as other information you might find helpful to help support you in your new child care business.

We want to make sure your records are up to date so we can match families looking for child care with providers who meet their needs. Don't delay! Fill out and return the enclosed pink questionnaire today. If you have any questions, please contact a LOCATE: Child Care counselor at 240-777-1457. We look forward to hearing from you soon.

Sincerely,

A handwritten signature in black ink that reads "Maria Rosales".

LOCATE: Program Manager

Enclosures: Resource Materials

Department of Health and Human Services • Early Childhood Services

Children's Resource Center • 332 West Edmonston Drive • Rockville, Maryland 20852
240-777-3110 • 301-279-1810 TTY • 301-279-1812 FAX
www.montgomerycountymd.gov/hhs